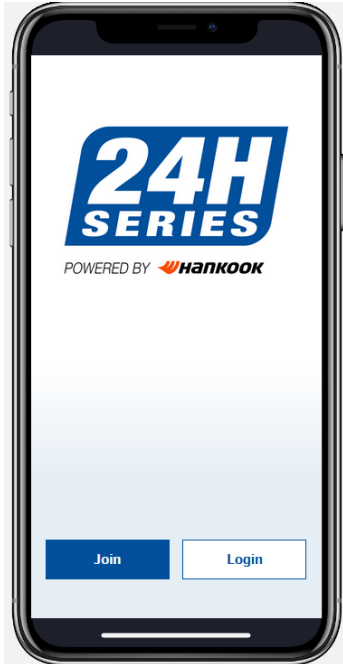


24H SERIES APP TEAM MESSAGING, TEAM PORTAL & DIGITAL NOTICE BOARD



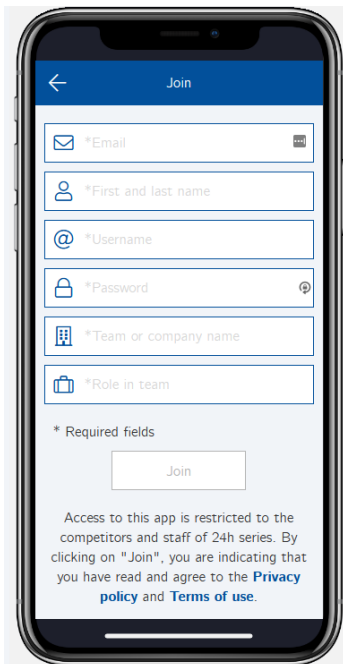
The 24H SERIES application will make life easier for teams in which multiple communication channels are reduced to just one 24H SERIES app.

It is mandatory for all teams to sign up and monitor the app at all times during each event. The application will be used for communication with race control and Creventic, the digital notice board and the team portal for the digital penalty system.



1. INSTALL THE APPLICATION

- The app can be used on the internet, your laptop, mobile device or tablet via: <https://24hseries.app/launch.html>
- From this page you can download the application on your mobile device or use it on your laptop.
- **Please note:** in order to receive push-notifications you must download the application on your mobile device or tablet.
- When using the app for the first time, click join to make an account



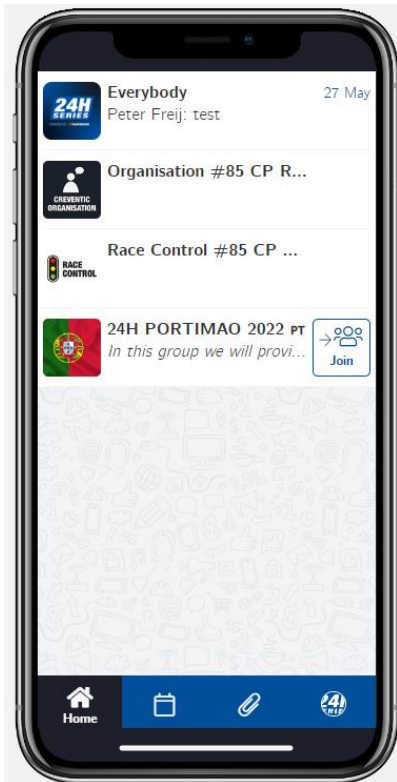
2. SIGNING UP

- Fill in the requested information completely with correct information
- **Please make sure your username represents you and your team**
- After signing up you will receive an email with a PIN which you must enter within the app in order to verify your account.



3. FUNCTIONALITIES OF THE APP

1. **HOME** - here you will find all communication groups
2. **CALENDAR / SCHEDULE** – Events on the time table will be there for which you will receive reminders via a push-notification
3. **NOTICE BOARD** – Event documents and the digital notice board can be found here. Push-notifications will be send when a new publication is uploaded
4. **YOUR PROFILE** – Settings of your profile (change username, password, photo etc.).



4. TEAM MESSAGING

Different groups will be set up. Only groups which are applicable for you are visible.

- **TEAM GROUP WITH RACE CONTROL**
This will be a private group per team with the following purposes:
 1. This group can be used for questions to race control and vice versa.
 2. Announce incorrect driver-ID's
 3. Receipt and confirmation of penalties
 4. You can send a request form as an attachment to formally request something; *for example, 'engine change'*
- **TEAM GROUP WITH CREVENTIC**
This is a private group per team in which you can ask questions to the organisation or vice versa.
- **RACE CONTROL INFO**
Race Control will provide all Team Managers with important information. You cannot reply within this group. If you have any questions, please go to your private race control team group
- **SCRUTINEERING INFO**
Scrutineering will provide all Team Managers with important information. You cannot reply within this group.
- **EVENT INFO (for example 24H PORTIMAO 2022)**
In this group Creventic will provide everyone with general event information and updates of the specific event.

PUSH & EMAIL NOTIFICATIONS

- We suggest **enabling push-notifications** during the event for the messaging groups & digital notice board
- If you are on the internet you need to **REFRESH** to get the latest info
- Settings for push-notifications can be found in the settings (most right button) in your profile.
- Additionally you can set-up email notifications as well

GENERAL INFORMATION / REMARKS

- If you have any issues, please contact teams@creventic.com or pass by our welcome centre
 - If you misuse the team messaging application we may block your account
 - If you would like to add additional team members to a private group this can be requested in the specific group (please note that the person must have an account in order to add them within the group).
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